

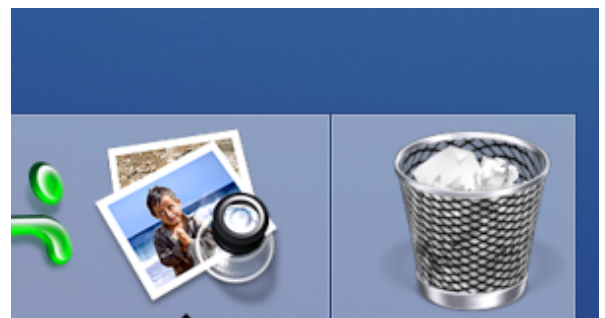
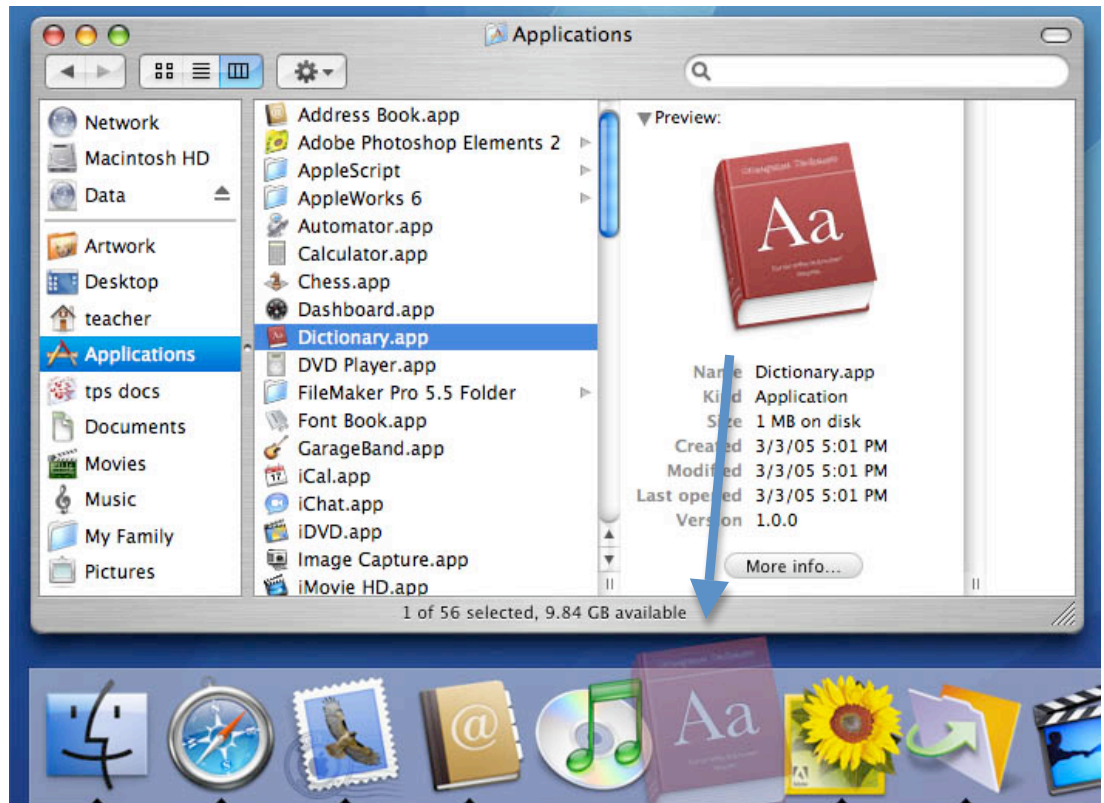
Your Dock

Your Dock is the place you keep open applications, your trash can and commonly used applications, utilities, server volumes, websites.

1. To add something to your dock (in this image sample, we're dragging an application), click and drag the icon from a Finder window into your dock. Wait for the other applications to move over before you release.

NOTE: Applications/utilities can only be put to the left of the dock line, and server volumes/folders/websites to the right of the dock line.

Any open application automatically appears in the dock. If you haven't already created a shortcut, you can also click and hold the dock icon of an application that is already running. Choose "Keep in Dock". You may also have this application open at login if it's something you use constantly.



2. To add a server volume to your dock, you must first connect to the server (see other how-to). Drag the entire volume from your desktop or Finder window to your dock (to the right of the line), or you can choose an individual folder (both on and off the server). Click and drag the folder icon to the right of the dock line.

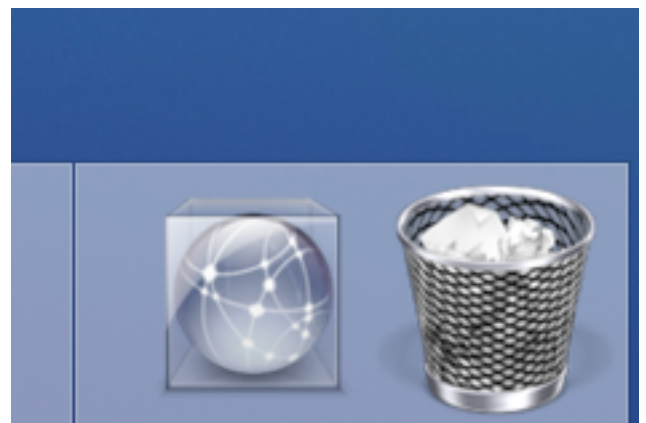
HINT: Remember, when you're not sure how to do something, just drop & drag!



3. You will still eject the volume by either dragging the volume to the trash or choosing the command + E button. But to connect to the server next time you only have to click on the volume in your dock.

HINT: If you have chosen the box “Remember password in keychain” when connecting to the server, you will not have to type your name and password. This can be a security problem if you leave your computer unattended.

4. To delete something from your dock, click and drag the icon out of your dock.



HINT: You must quit an application first before removing it from your dock.

5. You can change the placement of your dock on the screen, and whether it magnifies when you drag a cursor over it. Change these options either your main Apple icon menu bar to the top left of your screen or you can open the Dock Preferences.

